Team Expectations Agreement

List of agreed upon guidelines that our team intends to follow:
• methods of communication: ***text / discord***
• communication response times: ***2 - 3 hours***
• meeting attendance: ***weekends - not mandatory***
• running meetings: ***Online - discord calls***
• meeting preparation : ***Document for each sprint is gone over***
• version control: ***Depending on the task people will be in charge of what to commit or not commit***
• division of work: ***Depending on skills set - but equally distributed in terms of how much time tasks take to complete***
• submitting assignments: ***Submit assignments on due date, Masooma Rizvi will submit, the rest will review***
• contingency planning: ***If someone is not doing their required work consistently, the rest of the team will decide, and will talk to an instructor, depending on who messes up / is academically dishonest.***

We accept these guidelines and intend to fulfill them (sign below):

Ruhullah Rizvi

Rayan ALDajani

Masooma Rizvi

Review the guidelines with your TA and decide which member of your team will keep this form. In the event of team disagreements, you may be asked to show this form to your instructor.